

MONROE COUNTY

JOB DESCRIPTION

Position Title: SR TECHNICIAN MAINTENANCE AIRPORT		Date: Sept 16, 1999
Position Level: 7	FLSA Status: Nonexempt	Class Code: 7-31

GENERAL DESCRIPTION

Primary function is to maintain and repair all equipment and facilities at the Airport.

KEY RESPONSIBILITIES

- 1.*Perform inspections of airfield equipment and facilities in order to ensure proper functioning.
- 2.*Perform maintenance and repair of all equipment.
3. Communicate with outside companies regarding air conditioning unit and equipment.
4. Order and pick up materials.
5. Troubleshoot electrical and plumbing and repair as needed.
6. Check and maintain tools and equipment periodically in order to ensure proper operation and safety.
7. Keep work area clean and organized and use safety cones and signage when required.

* Indicates an "essential" job function.

The information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

Position Title: SR TECHNICIAN, MAINTENANCE	Class Code: 7-31	Position Level: 7
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KEY JOB REQUIREMENTS	
<i>Education:</i>	Vocational or Technical School required.
<i>Experience:</i>	3 to 5 years.
<i>Impact of Actions:</i>	Makes recommendations or decisions which usually affect the assigned department, but may at times affect operations, services, individuals, or activities of others outside of the assigned department.
<i>Complexity:</i>	Varied: Work is complex and varied and requires the selection and application of technical and detailed guidelines. Problems are not easy to identify, but are similar to those seen before. Moderate analytic ability is needed to gather and interpret data where results/answers can be found after analysis of several facts. Solutions can often be found by using methods chosen before in other situations.
<i>Decision Making:</i>	Varied: Supervision is present to establish general objectives relative to a specific project to outline the desired end product and to identify potential resources for assistance. Independent judgment is required to identify, select, and apply the most appropriate of available guidelines and procedures, interpret precedents, and adopt standard methods or practices to meet variations in facts and/or conditions.
<i>Communication with Others:</i>	Requires regular contact within the department and with other departments, outside agencies and the general public, supply or seeking information.
<i>Managerial Skills:</i>	Has responsibility or authority which is limited to the direction of temporary workers.
<i>Working Conditions/Physical Effort:</i>	Work requires occasional physical exertion and/or muscular strain. Work involves several disagreeable elements and/or exposure to job hazards where there is some possibility of injury.
<i>On Call Requirements:</i>	On Call 24 hours pending disasters.
<i>Other:</i>	Florida Driver's License.

APPROVALS		
<i>Department Head:</i>		
Name: _____	Signature: _____	Date: _____
<i>Division Director:</i>		
Name: _____	Signature: _____	Date: _____
<i>County Administrator:</i>		
Name: _____	Signature: _____	Date: _____

On this date I have received a copy of my job description relating to my employment with Monroe County.

Name: _____ Signature: _____ Date: _____